

**Public Safety Communications Advisory Commission (PSCC)
Summary of Minutes - Regular Public Meeting**

Tuesday, September 17th, 2013

DRAFT – Not Yet Approved by the Commission

PSCC Voting Members Present

- Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)
- Thomas Alinen, Deputy Chief of Police, Sierra Vista Police Department
- David Azuelo, Captain, Tucson Police Department
- Glenn Brown, Fire Chief, Mayer Fire Department (Teleconference)
- William David Bunce, Fire Chief, Salt River Pima Maricopa Indian Community (Teleconference)
- Doug Chappell, Fire Chief, Drexel Heights Fire District
- Gilbert Orrantia, Director, Arizona Department of Homeland Security
- Patrick Quinn, Battalion Chief, Tucson Fire Department
- Jeffrey Raynor, Lt. Colonel, Department of Public Safety
- Mike Worrell, Captain, Phoenix Fire Department

PSCC Voting Members Absent

- Steven Campbell, Chief, City of El Mirage Police Department
- Patrick Hancock, Fire Chief, Snowflake Fire
- Bryan Savage, Fire Chief, Lakeside Fire Department

Public Safety Interoperable Communications (PSIC) Office Attendees:

- Justin Turner, Arizona Statewide Interoperability Coordinator
- Karen Allen, Project Manager
- Glade Jarman, Project Manager
- Kyle Stephens, Project Coordinator

29 interested parties and members of the public were also present in person or on the web conference.

Call to Order and Roll Call

Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)

Information Item

The meeting was called to order at 1:00 PM by PSCC Chairman Designee Aaron Sandeen. Roll call was then taken by Mr. Justin Turner, Statewide Interoperability Coordinator, and a quorum of the PSCC was declared present as noted above.

Approval of July 16, 2013 PSCC meeting Minutes

Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)

Action Item

Chairman Sandeen asked for comments on the July 17, 2013 PSCC meeting minutes. Hearing none, Chairman Sandeen asked for a motion to approve the minutes. Commissioner Patrick Quinn made a motion to approve the minutes. The motion was seconded by Commissioner David Azuelo. The motion was unanimously carried and the minutes were approved.

Public Safety Communications Following the Yarnell Fire Tragedy

Captain Mike Worell, City of Phoenix Fire Department

Information & Discussion Item

Captain Worell presented a briefing on communications during the memorial and related activities for the Prescott Hot Shot firefighting crew following the Yarnell Fire.

On Saturday, July 6, 2013 a convoy of 20 hearses with escorting units of Law Enforcement, Fire, EMS, and support vehicles drove to Prescott for the funerals. The convoy included personnel from DPS, Phoenix Fire, Phoenix PD, Phoenix PD Air Support Unit, DPS Ranger 41, and others. With a number of interoperability issues, Capt. Worell determined that AIRS would be the best system for convoy wide communications. This worked well for July 6, but could not serve on July 7, when the convoy would travel to Yarnell along a route not covered by AIRS. In other scenarios, multiple radios could be used, but motor officers cannot operate two radios at once with their equipment setup. A Phoenix Fire Communications suburban was used as a mobile gateway, patch, and repeater to provide communications. For long range communications, dispatches for Phoenix Fire, Phoenix PD, Prescott, and Prescott Valley.

Over 100 agencies participated in various stages of the event. Communications was required to coordinate all of them, across all frequency bands and radio brands. Capt. Worell grouped participants into divisions with a single tactical objective, the supervisors of which would carry two radios, and utilized local radio resources to provide the necessary lines of communications. For areas of poor coverage, cell phones provided secondary communications. The Communications Suburban from Phoenix Fire provided, satellite communications relay, satellite phone systems, data systems for internet weather forecasting, and video streaming.

From the event, several things became clear to Capt. Worell. Further training is required for operational personnel, who had difficulty with Push-to-Talk delays and other factors that were different from their day-to-day communications. The National Interoperability channels require further discussion, as field personnel do not understand how these channels work and what they can do. The AIRS system worked as a patch between disparate systems, but could not support a large operational situation. It is only one channel and that is not enough to get the job done.

The committee asked several questions when Capt. Worell opened the presentation for questions. Director Orrantia asked how long it took to figure out the solution for moving interoperability. Capt. Worell answered that it was a fairly quick process once he discovered what various units had programmed in their radios. There is no multi-agency channel plan that would have made that easier. There was also an issue of naming conventions, as the same frequency sometimes had different names on different radios. Capt. Worell recommended that all agencies program their radios with the same names.

Capt. Azuela inquired whether FEMA Region 9 cache radios were considered for the event. Capt. Worell explained that he used the cache from the Forest Service for those who didn't have Prescott VHF frequencies in their radio. Another cache was brought up from Phoenix. Capt. Worell specifically praised the work of his radio technical support folks in Phoenix, who provided a great deal of support for radio programming.

Regional System Administrators Meeting

David Felix, Executive Director, Regional Wireless Cooperative

Information & Discussion Item

On June 25, 2013, the Regional Wireless Cooperative hosted a meeting of system administrators from across Arizona at the Maricopa Association of Governments Offices in downtown Phoenix. Members of the Arizona Department of Public Safety, Maricopa County Wireless System, Northern Arizona Regional Communication System, Phoenix Fire Department, Pima County Wireless Integrated Network, Regional

Wireless Cooperative, Topaz Regional Wireless Cooperative, and the Yuma Regional Communications System participated. Each communications group presented on their governance, technology, and future projects.

After the presentations, there was an open discussion on the topics of sharing resources, economies of scale, the National Public Safety Broadband Network, and the role of the Arizona Public Safety Communications Commission. These discussions fostered new partnerships between DPS and Northern Arizona Regional System and with Maricopa County, who is acquiring access to and building new sites.

The participants also identified the critical need for modernizing the state's public safety communications system to provide operability for state users and connectivity between regional systems; discussed first steps to support the state's public safety communications system through a coordinated outreach and education process; discussed the role of the Arizona Public Safety Communications Advisory Commission (PSCC), its mission and priorities and its impact on statewide public safety radio systems; and identified the need for system administrators to meet at least biannually to continue information sharing, updates on system progress, problem solving and cost saving opportunities

Statewide Interoperability Executive Committee (SIEC) Updates

Mike Sacco, Co-Chair, SIEC

Information & Discussion Item

Mike Sacco, Co-chair of the SIEC, presented an update to the PSCC on recent SIEC activities. At the October 15 meeting, the SIEC Co-chairs unanimously appointed Jeremy Knoll from the Department of Public Safety Wireless Systems Bureau (DPS-WSB) to fill the vacant position left by the retirement of Scott Tillman. The SIEC conducted their initial review of the technical SOPs at their previous meeting; each document was review for content updates, conformance with existing standards, technical corrections, broken links, format changes, etc. No major changes were found necessary to the technical SOPS. Regarding the federal technical assistance program run through the Office of Emergency Communications (OEC), the SIEC expressed support that Arizona apply for assistance in developing a Statewide TIC-FOG, holding a COMT Train-the-Trainer course, and putting on a Communications Unit Exercise to allow for addition task book sign offs. These TAs will best address the areas needing improvement in the Communications Units Training program, including a lack of opportunity for events for taskbook sign-off and a lack of continuing education and mentoring opportunities for communications personnel.

Mr. Sacco also updated the Commission on the planned 2014 SIEC meetings, as well as an important Executive Leadership Seminar to be held on November 19 titled: The Value of the Communications Unit.

Annual Review of Technical Policies, Standards and Procedures (PSP)

Glade Jarman, PSIC Office Project Manager

Information & Discussion Item

Mr. Jarman presented the Commission with an overview of the annual review of the Technical SOPS. Mr. Jarman then reviewed each of the four documents that were being revised, the purpose of the document, and any proposed changes. Mr. Jarman then solicited feedback from the Commission on the proposed revisions.

The AIRS State Plan – SOP was last approved on January 11, 2012. Proposed changes include adding a definitions section, removing the NIFOG related content and tables that are now included in the Interoperable Channels Plan and Priority Programming Guide, and updating the AIRS Regional Monitoring Assignments (last updated May, 2011) and the AIRS Suite Location Map (October, 2011).

The AIRS Improvement and Sustainability Plan was last approved on October 9, 2012. Proposed changes include definitions moved from Appendix to appropriate new template section, updated DPS contact

information, and an SIEC recommendation to use generic DPS contact information in the appendix, instead of specific names that need constant updating.

The Land Mobile Radio Minimum Equipment Standard was last updated on September 18, 2012. Proposed changes include the addition of a definitions and references section, and an SIEC recommendation to change character display recommendation to 8 instead of 7 characters.

The Arizona Interoperable Channels Plan was last approved on January 11, 2012. Proposed changes include the addition of a definitions sections, addition of a references section, and an SIEC recommendation to incorporate the Priority Programming Guide as an appendix to allow for a single document requiring only one vote.

Interoperable Communications Technical Assistance Program (ICTAP) - Request for Input Regarding 2014 Requests

*Justin Turner, Statewide Interoperability Coordinator
Information & Discussion Item*

Mr. Turner presented background information and current offerings of the Interoperable Communications Technical Assistance Program (ICTAP). Technical Assistance (TA) requests are submitted annually by the PSIC Office on behalf of State and local agencies. In 2013, Arizona received five TA awards. The City of Yuma also received four additional TAs as part of the Border Interoperability Demonstration Project (BIDP). Mr. Turner then reviewed the ICTAP program guidance and timeline for Arizona's 2014 requests.

Mr. Turner then reviewed TA offerings that corresponded to the interoperability goals and SCIP initiatives set for the PSIC office. Mr. Turner sought feedback from the Commission and members of the public on each area and there was discussion of particulars of the TA request process and priorities for the State. The Commission agreed with the SIEC's recommendations to prioritize TICFOG development, the COMLEX communications unit exercise, and the COMT Train-the-Trainer course TAs.

PSIC Office – Multiple Project Updates

*Karen Allen, PSIC Office Project Manager
Information & Discussion Item*

Due to time constraints, Ms. Karen Allen did not review the complete PSIC Office – Multiple Project Updates handout. Ms. Allen did give updates on several of the projects being managed by the PSIC Office. These updates included:

- Frank Brady, of the Pima County Office of Emergency Management and Homeland Security, is now recognized as an All-Hazards COMT.
- Two TICP development workshops are scheduled for Gila, Graham, and Greenlee Counties (who are creating a joint TICP) and for Yavapai county.
- Arizona received an award of \$2.9 million as part of the SLIGP grant.
- The RICO project has finished its goal of six sites.
- We have 20 recognized COMLs and 6 recognized COMTs in Arizona. Another Field Day event is being planned for 1Q2014. Contact Glade Jarman at the PSIC office for information or to volunteer to help.
- The 2014 PSCC meeting schedule has been posted on the website.
- The PSIC office will be holding an Executive Training Seminar on the Value of the Communications Unit on November 19, 2013.

Comments from the Public

No comments from the public were received.

Adjournment

Chairman Sandeen adjourned the meeting at 3:04 PM.

Pursuant to A.R.S. 38-341-01(B), minutes of the Public Safety Communications Advisory Commission are recorded by tape recorder. Taped minutes are maintained in the Public Safety Interoperable Communications Office at the Arizona Department of Administration. Public access and review of PSCC minutes are available by appointment Monday through Friday during normal business hours. Please contact the PSIC office at 602-364-4498 to arrange for an audio of the tape-recorded proceedings.